



Extended Care Registration Rules 25 -26

Dear Extended Care Guardians,

Please read through the following document. There are several changes from previous years and you are responsible for knowing and understanding those changes.

Arux Platform

All registration, changes, payments and cancellations will occur through rvusd.arux.app. Guardians must use rvusd.arux.app and will be required to include a payment method. Students whose care is funded through the Expanded Learning Opportunities Program or other method will have the appropriate discount added to their contract before they are invoiced.

Expanded Learning Opportunities Program

Rincon Valley Union School District's Extended Care is an Expanded Learning Opportunities Program (ELO-P). Students who qualify for ELO-P receive priority registration and funding in our regular school year and intersession day camps. ELO-P funding does not cover Quest programs or late pick up fees. Students qualify for ELO-P if they are officially registered with the district as one of the following:

- Free and Reduced Lunch
- English Language Learners
- Foster and Homeless Youth

ELO-P qualified students who do not receive a spot in care will be offered registration and funding at The Zones. Rincon Valley Union School District provides cost free transportation to The Zones regardless of ELO-P status.

Registration, Rates & Payment:

An annual, non-refundable program registration fee will be charged through Arux when your student is accepted into care for the 2025-2026 school year. The fee is \$50 per account. Families placed on a waiting list will be charged when they are accepted into care. A single registration fee covers the regular school year and all intersession camps.

Tuition rates are based on 180 school days. Tuition already excludes Holidays and School In-Service Days. The rate charged per month is the total price for 180 days divided into nine payments. Parents will be invoiced through the new Arux platform and automatic payments will be run on the first of each month.

Guardians are responsible for payment for their contracted days whether their child is in attendance or not. Extended Care does not provide make-up days, refunds or credits for missed days due to vacation, sickness, family activities, sports events, public safety power shutdowns, or other circumstances. We will provide care on any reassigned emergency days without extra charge. In addition, If your student is registered for Conference Days or Minimum Mondays, Extended Care will watch them starting at the earlier release time.

Guardians may change their contracted days by requesting a change through the Arux platform. Guardians should submit a change form at their earliest convenience. Guardians will be charged the extra day rate for any days added during the middle of the month before their new rate takes effect.

Payments that are not received are subject to be sent to collections. We make every attempt to avoid this step. Please contact the Program Director if necessary, we are committed to working with families.

Guardians of enrolled students who have an overdue balance at the time of registration will not receive Priority Registration. If a guardian's balance remains unpaid by the end of the school year, their debt will be sent to collections and their student will be unenrolled from Extended Care for the following year.

Guardians with shared custody of a student may use multiple methods to handle payments. They can either create separate accounts on Arux, or they can create a single account and request that Extended Care split the automatic payment by a set percentage.

Flex Contracts, Drop-In Contracts, Reduced Rate and Extra Days.

Extended Care offers Flex Calendar Contracts for guardians who have an unpredictable work schedule due to being employed as a Nurse, Fire Fighter, EMT or other similar profession. The Flex Calendar Contract will not automatically be available on Arux and must be specially requested. Guardians who are approved for a Flex Calendar must request specific days before the start of each month through their Arux portal. Guardians who are approved for a Flex Calendar Contract, but do not request their days in advance of the month, may have their flex calendar cancelled. Guardians who request a Flex Calendar Contract may be asked to prove their need for a Flex Calendar Contract. Extended Care reserves the right to decline Flex Calendar Contracts.

Extended Care provides drop in care for families who may need periodic care throughout the year. You must be registered with Extended Care to request drop in care. Drop in care must be approved by your site's Extended Care Coordinator 24 hours in advance. Drop in rates: \$12 for mornings and \$21 for afternoons or \$25 for a TK student. Drop in care for the TK hour only costs \$10. Drop in families must be registered for Extended Care.

Extended Care allows guardians on a Regular Contract to add extra days at the Drop-in rate. Guardians may request an extra AM or PM with the approval of their site Extended Care Coordinator. This request must be made at least 24 hours in advance.

We offer a Reduced Rate for students on a set, monthly contract. Reduced Rate is determined by financial eligibility. If your student does not already qualify for funding through the Expanded Learning Opportunities Program and you would like to request a reduced rate, please indicate on the Arux Question Template when registering for care. There will be no reduced rate for drop-ins or extra days in 2025-2026.

Fees:

Late Pick-Up Policy: A late fee of \$5 per minute will be charged for any student not picked up by 6:00 pm. We will begin calling people on your emergency contact list at 6:00 pm. If we cannot contact anyone after 30 minutes, we will call the police and/or CPS. Extended Care reserves the right to terminate enrollment for any student who is picked up late more than 3 times.

A \$20 fee will be applied to all failed payments including checks, credit cards and ACH Bank Transfers.

Intersession Care:

We provide care for some days during Fall, Winter, Spring and Summer Break. Registration will occur on the Arux platform. A separate payment is required for all intersession programs. Intersession Day Care is not included in your regular schedule. Guardians who have already paid a registration fee during the current

school year do not need to pay a separate registration fee for intersession camps. Families will be invoiced for Intersession Camps only if they are accepted into the program.

Automatic payments for Fall, Winter and Spring Day Camps will typically occur one week prior to the beginning of the program.

Guardians will be invoiced for Summer Day Camp in two week increments in advance of the program. Parents may request changes or cancellations to their Summer Day Camp contract anytime before the two week period. Guardians may request contract changes or cancellations through the Arux portal.

Current Contact Information:

Guardians must keep the contact information on their Arux portal up to date.

Child's Attendance, Sign-in & Out, and Extracurricular Activities:

Guardians must inform their Extended Care Site Coordinator of any absences at least 1 hour before the scheduled beginning of care. Guardians may call or email their Extended Care Coordinator. Extended Care reserves the right to terminate enrollment for any student after their fifth (5) unannounced absence.

Guardians must sign their student in or out of Extended Care every day via the onsite Ipad. All sign-in information will be retained and are legal documents. Sign in sheets used by third party payers are the responsibility of the parent. Any person picking up a student must be on their authorized pickup list. Extended Care staff may ask to see a photo ID of someone picking up a student at any time.

Guardians must sign a permission slip and submit it to their Extended Care Coordinator to allow their student to attend Extracurricular Activities during Extended Care. Students will not be allowed to leave Extended Care without a written or typed permission slip. Extended Care will not accept texts, emails or voice messages as permission slips.

Discipline:

Extended Care has a detailed discipline policy that is available upon request from the Program Director. Extended Care reserves the right to terminate enrollment for serious behaviors as outlined in the Extended Care Discipline Policy.

Extended Care reserves the right to terminate enrollment for a student based upon their Guardian's behavior. If a Guardian physically, verbally or emotionally abuses an Extended Care staff member or student, their student may be unenrolled from Extended Care.

Medication, Injury and Sickness:

Extended Care will only administer prescribed medication to a student after a Permission to Administer Medication Form is complete and on file at their Extended Care Site. You can indicate medical needs when registering your student for care on Arux. Medication will be administered by a site's Extended Care Coordinator according to doctor's orders. Permission to Administer Medication Forms are intended for prescribed, regular medication and rescue medication such as epi-pens and inhalers. Extended Care will not administer over the counter medication unless prescribed by a doctor. Extended Care may ask for permission to administer Sunscreen or Bug Spray for certain trips during Summer Day Camp.

Extended Care will contact guardians if their student becomes injured or ill. Students may not attend Extended Care if they are sick. Extended Care reserves the right to send a child home if they are sick or injured. Students may not attend Extended Care if they did not attend School and may only return to Extended Care when they are cleared to return to school. Students must be free from symptoms for 24 hours before returning to care.

Furthermore, students may not attend Extended Care if they have taken fever reducing medication in the 24 hours prior to care.

Snacks:

Extended Care provides a light snack each afternoon in accordance with RVUSD food policy and State mandated guidelines. Guardians may provide supplemental food for their child and are encouraged to send healthy snacks. Extended Care does not provide food for or manage special diets.

During Intersession Day Camps, Extended Care provides a hearty morning and afternoon snack, but parents must provide a sack lunch.

Electronics & Communication:

Personal electronics, including game devices, smart watches, cell phones, and any device capable of connecting to a mobile or wireless network, are forbidden at Extended Care. Students must keep these devices in their backpack and are not allowed to use them during Extended Care hours under any circumstances.

If students need to contact their guardians, they may ask their Extended Care Site Coordinator, but calls home are strongly discouraged. An Extended Care staff member will monitor all calls made by students. Guardians are welcome to call Extended Care at any time. Guardians will be contacted by their Extended Care Site Coordinator if there is ever a need.

Students with Special Needs:

All RVUSD students, regardless of disability, can register for Extended Care. Students with special needs, however, do not necessarily receive priority registration. If there is no availability, your student will be placed on a waitlist. When space becomes available, the district's support team will work to create accommodations for your student to help them succeed in Extended Care.